



**GOVERNOR'S OFFICE OF EMERGENCY SERVICES
RECOVERY BRANCH
GRANTS PROCESSING SECTION
3650 SCHRIEVER AVENUE
MATHER, CALIFORNIA 95655
PHONE: (916) 845-8110 FAX: (916) 845-8392**



April 15, 2008

[NAME]
[TITLE]
[APPLICANT NAME]
[ADDRESS]
[CITY, STATE, ZIP]

Dear [NAME]

SUBJECT: NOTIFICATION OF OBLIGATION AND PAYMENT
PUBLIC ASSISTANCE AND CDAA GRANT PROGRAMS
FEMA-1731-DR-CA, OES ID # XXX-XXXXX

Obligation Notification The Governor's Office of Emergency Services has attached the Grant Summary and the Project Application Summary for Federal Package #40, and the Exhibit C for State Supplement #1. Please see the table below for further obligation details.

Obligation Details	Package/Supplement Obligation Amount	Cumulative Amount Obligated
Federal-Public Assistance	\$40,235	\$56,538
State-California Disaster Assistance Act (CDAA)	\$10,640	\$14,951
Total	\$50,875	\$71,489

Payment Process For this disaster, funds will be paid in accordance with the following disbursement table:

Project Status	Federal Funds Disbursement Process	State Funds Disbursement Process
Small Projects less than 100% complete	Automatic advance of federal share and administrative allowance	Automatic advance of state share and administrative allowance. Retention held until 100% complete
Small Projects 100% complete	Automatic payment of federal share and administrative allowance	Automatic payment of state share and administrative allowance
Large Projects less than 100% complete	Advance administrative allowance only. All other funds (less retention) will be paid on a reimbursement basis	Advance administrative allowance only. All other funds (less retention) will be paid
Large Projects 100% complete	Automatic payment of federal share and administrative allowance for entire project	Automatic payment of state share and administrative allowance

**Payment
Process-
Continued**

For this particular Package/Supplement, payment will be automatically disbursed as follows:

Payment Details	Amount Automatically Paid
Federal-Public Assistance	\$40,235
State-CDAA	\$10,581
Total	\$50,816

For those large projects with a work completion of less than 100%, a Large Project Reimbursement Request form has also been included with this package/supplement.

Federal and State funds will be issued separately by the State Controller's Office. Please be advised that state warrants have a one-year period of negotiability.

**Required
Documents**

In order to receive funds, the following forms must be on file with our office:

Form	Received by OES?
Project Application for Federal Assistance (OES 89)	Yes
Designation of Applicants Agent Resolution (OES 130)	Yes
Payee Data Record (STD. 204) - Private non profit organizations only	N/A

**Program
Requirements-
General**

As a requirement of this program, a special fund for the deposit of the state warrant must be established upon receipt of any advance funding. Under no circumstances are expenditures to be made for any damages other than those approved in this application. Any funds received in excess of current needs or approved amounts, or those found owed as a result of an audit or final inspection, must be refunded to the State within 30 days upon receipt of an invoice from the Governor's Office of Emergency Services.

**Federal
Program
Audit
Requirements**

As a recipient of federal funds, your organization is subject to the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Part of your report requirements under the Act and Amendments include the preparation of a Schedule of Expenditures of Federal awards. The following information is provided to assist in the accurate completion of the Schedule:

Federal Program Audit Requirements- Continued	Federal Grantor Agency	Department of Homeland Security - Federal Emergency Management Agency Governor's Office of Emergency Services Public Assistance Grants
	Pass-Through Agency	
	Program Title	
	Federal CFDA Number	97.036
	Pass-Through Grantor's Number	FEMA-1731-DR-CA, OES ID # XXX-XXXXX

**Appeal
Process** Please compare the enclosed obligated Project Worksheet(s)/Damage Survey Reports (PW/DSR) with your copy of the original PW(s)/DSR(s). In accordance with Title 44 Code of Federal Regulations Part 206.206(a), if you disagree with FEMA's obligated amount(s) or scope of work for the PW(s) addressed in this supplement, you must appeal FEMA's determination within 60 days from the date of this letter. The appeal must contain documented justification supporting your position. Please submit your letter of appeal to the following address:

Governor's Office of Emergency Services
Recovery Branch
Public Assistance Section
3650 Schriever Avenue
Mather, California 95655
Attention: Mr. Charles Rabamad, Public Assistance Officer

**Questions and
Inquiries** For appeal assistance, contact the Public Assistance Section at (916) 845-8200. For assistance regarding this letter, contact the Grant Management Section's main line at (916) 845-8110.

GRANTS PROCESSING SECTION

Enclosures
c: Ms. Nancy Ward, Disaster Recovery Manager, FEMA
Applicant's Federal File
Applicant's State File